



Non-compliance Notice

This form is to be used to notify the construction occupations registrar of possible contraventions of building and development approvals – building work. Under section 50 of the Building Act 2004 a certifier commits an offence if the certifier does not inform the constructions occupations registrar.

This form is to be submitted

- (i) if the building work is fundamentally noncompliant—not later than the next working day after the day the contravention comes to the certifier’s attention; or
- (ii) in any other case—within 21 days after the day the contravention comes to the certifier’s attention.

1. Property description - The description must identify all land subject to the building approval.

Suburb	Block	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>
Plan registration number	Development approval number	
<input type="text"/>	<input type="text"/>	

2. Private certifier

Name (in full)	Licence number	
<input type="text"/>	<input type="text"/>	
Company name (if applicable)	Email address	
<input type="text"/>	<input type="text"/>	
Phone number (business hours)	Mobile number	Fax number
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Builder details

Name (in full)	Licence number	
<input type="text"/>	<input type="text"/>	
Company name (if applicable)	Email address	
<input type="text"/>	<input type="text"/>	
Phone number (business hours)	Mobile number	Fax number
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Non-compliance

The contravention is considered to be: Fundamentally Non-compliant Other

Indicate the stage/s that do not comply

Indicate any directions that have been given to the builder in order to rectify the non-compliance (if no direction has been given please state why).

5. Signature

Signature of Certifier

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Date

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6. Contact details

Once completed please email to the Construction Occupations Registrar.

ACT Planning and Land Authority
Land Regulation Unit
GPO Box 1908, Canberra City 2601
16 Challis Street, Dickson ACT 2602

Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)

Phone: (02) 6207 3022 Fax: (02) 6207 1925 TTY: (02) 6207 2622

Email: actplalru@act.gov.au

Website: www.actpla.act.gov.au

Privacy Notice

The personal information on this form is being collected under section 50 *Building Act 2004*. Deidentified information that you provide may be disclosed to the Australian Bureau of Statistics, ACT Revenue Office and the Taxation Office. The information may also be accessed by other government agencies and commercial organisations interested in building information.